

Training Categories

Approved	Denied
Voter Registration/Vote Counting Technology	
AIS Election Management	
AIS Voter Registration System Training	
AIS Op-Scan System Training	
Compu-Tech Training	
Election System Computer Training	
ETC User Group Meeting	
Personal Skills	
Angry Customer Management	Alcohol/Controlled Substance Training
Writing Policies and Procedures	Candidate Forum
Budget Workshop	Coaching the Experienced Driver
Building Effective Work Teams	Continuing Legal Ed. Seminars
Coaching for Maximum Performance	Grammar and Usage Seminar
Focus on Results	Grant Accounting
Designing Brochures and Newsletters	Defensive Driving
Stress Management	Motivational Speaker
Managing Conflict	Sexual Harassment
Negotiating Skills	Speed Reading
Public Speaking/Presentations	Spring Education Seminar
Success Skills for Secretaries	Organizing Files and Records
Total Quality Management	Understanding Financial Statements
Ethics Training	Working in a Diverse Workforce
Your Changing Role as an outstanding Assistant	
Entry Level Management Development	
Communication Skills	
Miscellaneous Technology	
Budget Accounting and Reporting System	Microsoft Excel
IBM AS/400 Query Training	Introduction to Computer
Intro to ARC/Info GIS	Microsoft Access
Intro to ARC View	Using Windows File Manager
State GIS Conference	Windows 3.1
Photoshop Conference	Microsoft Word
Mastering Adobe Photoshop	WordPerfect
Essentials of Pagemaker	
Operations	
Bulk Mail Seminar	Bomb Awareness
Land Use Workshop	Disaster Preparedness
Postal Reform Seminar	Oregon Clerks Association
OSOS Video Training	Conducting Election Observer or Poll Worker Training
Using Non-Profit Mailing Status	

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Miscellaneous	
	Legislative Mini-Conference
	Civic Education
	Government Finance Officers Assoc.
	Workers' Compensation Orientation
	WSACA Finance Conference
	Serving as WSACA Officer
	WSU Post-Grad Grants